



TOWN OF WESTFORD
BOARD OF SELECTMEN

TOWN HALL
55 Main Street
WESTFORD, MA 01886

Telephone (978) 399-2551 Fax (978) 399-2557

ACTION TAKEN

MEETING AGENDA

Tuesday, October 11, 2011

7:00PM

Town Hall, Meeting Room, 55 Main Street

1. 7:00PM

Executive Session

- Litigation pertaining to Meadow Brook Farm or Picking Gould Farm as an open discussion may have a detrimental effect on the litigating position of the town
- Litigation pertaining to Newport Materials as an open discussion may have a detrimental effect on the litigating position of the town

2. 7:30PM

Call to Order

3. 7:31PM

Pledge of Allegiance

4. 7:32PM

Open Forum/FAQ/Announcements

Approved 5-0

- Recognition of Joshua Lin for attaining the rank of Eagle Scout
- **Request to use town common – Westford Education Foundation Walk for Education, October 30, 2011, 12:00pm – 2:00pm**
- **Banner request – Westford Education Foundation Walk for Education, banner in front of the Abbot School, October 23, 2011 – October 31, 2011**

5. 7:35PM
Approved installation of signs with
Selectmen paying for 10 signs
5-0

Discussion Regarding Illegal Dumping on Russell's Way and Other Conservation Parcels – Bill Harman, Westford Land Steward

6. 7:45PM

Approved 5-0

Request Transfer of All Alcohol Restaurant License

From Kabob Jo Grill d/b/a Taza Grill to Bixbite, LLC d/b/a Bixbite Restaurant–
Carlton H. Berg, Manager
175 Littleton Road

7. 7:50PM

Approved 5-0

Requests From the Veterans - Terry Stader, Veterans Agent

BoS representative TBD

Approved 5-0

- 1) Request to add new Killed in Action (KIA) roadside marker for deceased soldier
- 2) Veterans' Day Services - November 11, 2011
 - Request Board of Selectmen representative to speak at Veterans Day Service
 - Request to use Town Common & Bandstand
Friday, November 11, 2011
9:30am – 12:00pm

8. 7:55PM
Approved 4-1
(Sullivan opposed)

Request to Use Uncommitted Chapter 90 Funds For Capital Equipment –
Richard Barrett, Highway Superintendent

9. 8:00PM
Approved to support policy
implementation for the use
of truck scales and referred
to Capital Planning
5-0
Approved contingent upon
Town Counsel review
5-0

Requests from Police Chief Thomas McEnaney

- 1) Request support to purchase truck scales
- 2) Request approval of a Memorandum of Understanding between Lowell, Tewksbury, Billerica, Chelmsford, Tyngsboro Dracut and Westford Police Departments

10. 8:15PM

Sign Request

Approved 5-0

- Let's Get Personal – The Christmas Store – *Jean Morrissey*
160 Littleton Road
(temporary 3 months)

11. 8:20PM

Approved as amended by the
Licensed Site Professional (LSP)
5-0

Review Draft Memorandum of Agreement For the Operation of the
Filtration System at the Highway Garage – *Water Commissioners*

12. 8:25PM

Approved 5-0

Request to Execute the Deeds to Transfer Care, Custody and Control of
the Following Parcels to the Board of Water Commissioners – *Water Commissioners*

- Cote Well Site
- Howard Road Well Site
- Hildreth Hill Tank Site
- Hunt Road (Francis Hill Tank) Site
- Fletcher Well Site

13. 8:30PM

October 17, 2011 Special Town Meeting

- 1) Hear report from Planning Board on zoning articles
- 2) Review articles 7 & 12 with proponents
- 3) Finalize positions on warrant articles

ARTICLE 7: Recommend 5-0	Water Distribution System Improvements - River Street, Graniteville Road, West Street, and Bridge Street	Water Commissioners
ARTICLE 12: Recommend 5-0	Amend Zoning Bylaw Concerning Wireless Communications Facilities (Including Cell Towers) as to Use, Height and Location(s)	Planning Board
ARTICLE 1: Recommend 5-0	Fiscal Year 2012 Budget Adjustments	Town Manager
ARTICLE 2: Recommend 5-0	Fiscal Year 2012 Budget Transfers	Town Manager
ARTICLE 3: No action	Unpaid Bills Prior Fiscal Years	Town Manager

ARTICLE 4: Do not recommend 5-0	Acquire Real Property Located at 57 Main Street for General Municipal Purposes	Citizen Petition
ARTICLE 9: Recommend 5-0	Reduce Amount Raised by Taxes in Fiscal Year 2012	Finance Committee
ARTICLE 10: Recommend 3-2 (Wormell & Ross opposed)	Authorization to Accept Grant Funding for Acquisition, Development, and Construction of Recreation Facilities and Related Costs	Parks and Recreation Commission

14. 9:00PM **Consent Agenda**

Banner Requests

- Approved 5-0**
- 1) Annual Winter Sporting Goods Sale
Boy Scout Troop 159 - *Srinivas Balabhadrapatruni* (not attending)
First Parish Church
Saturday, November 5, 2011
In front of the J.V. Fletcher Library
October 29, 2011 - November 7, 2011
 - 2) Open House
Nashoba Valley Technical High School – *Jobee O’Sullivan* (not attending)
Sunday, November 6, 2011
In front of the First Parish Church
October 30, 2011 - November 7, 2011
- Approved 5-0**

15. 9:05PM **Old/New Business**

16. 9:10PM **Acceptance of Minutes**

For Approval

- Approved 5-0**
- 1) August 9, 2011 – Regular Session
 - 2) August 23, 2011 – Regular Session
 - 3) August 29, 2011 – Regular Session
 - 4) August 31, 2011 – Regular Session

17. 9:15PM **Board Reports/Updates**

- Discussion regarding hunting on Gage forest land – *Selectman Val Wormell*

18. 9:25PM **Town Manager’s Report**

Approved scheduling public hearing to discuss, collect data from neighboring towns & notify those businesses affected

**5-0
Approved 5-0**

BoS liked the concept, felt location might be a challenge

- 1) Review fee schedule for Sealer of Weights & Measures – *John Mangiaratti, Assistant Town Manager*
- 2) Request to appoint **16** election officers (**attached**)
- 3) Zoning Board request for comments – 8 unit multi-family building plus 1 office unit, all affordable for age 55 and over, across the street from 53-57 North Main Street –site is between North Main Street and the railroad tracks

- Approved 5-0** 4) Request to appoint Assistant Town Manager John Mangiaratti Acting Town Manager from October 19, 2011 to November 2, 2011 with no appointing authority

19. 9:30PM **Correspondence**

20. 9:35PM **Adjournment**

If any member of the public wishing to attend this meeting needs special accommodations in accordance with the Americans with Disabilities Act, please contact Tina Landry 978-692-5501 extension 1 or email to tlandry@westfordma.gov.

**Board of Selectmen
Correspondence
October 11, 2011**

Outgoing Correspondence:

19.01	8/29/11	Thank you letter from the Board of Selectmen to Dr. Levenbaum
19.02	9/13/11	United Nations Day Proclamation
19.03	9/27/11	Letter to Northern Middlesex Council of Governments (NMCOG)
19.04	10/5/11	October 17, 2011 Special Town Meeting Postcard

Incoming Correspondence:

(Listed by date sent/date received)

19.05	9/6/11	Letter from Project Bread regarding \$2200 award of grant to Friends of the Cameron Senior Center
19.06	9/9/11	Acknowledgement receipt for receiving the approved precinct map from the LEDRC
19.07	9/9/1	Letter from Verizon regarding completion of double pole removal on Depot Street
19.08	9/20/11	Letter from Joshua Lin regarding attaining the rank of Eagle Scout
19.09	9/22/11	Conservation Commission Legal Notice – Land south of Littleton Road near the Chelmsford Town Line
19.10	9/26/11	Lowell Salvation Army 19 th Annual Christmas Castle Breakfast – November 3, 2011
19.11	9/26/11	Letter from William C. Campbell, Woburn City Clerk regarding a proposed resolution in support of H1972 “An Act Regulating Election Primaries”
19.12	9/27/11	Letter from Department of Housing and Community Development (DHCD) regarding Local Initiative Program Approval for Stone Ridge Development
19.13	9/27/11	Letter from Xfinity regarding programming changes
19.14	9/28/11	Memorandum from Kopelman and Paige, P.C. regarding “Common Issues Involving Alcoholic Beverages Licensing”
19.15	10/3/11	Letter from the United States Department of Commerce regarding the Government Units Survey
19.16	10/4/11	Letter from Growing Places Garden Project regarding “Support local families in need by sponsoring GP’s event”

Election Officer Reappointments

Name	Address	Party Affiliation
Marie Cronin	2 School Ln	U
Judy E. Daly	9 Beaver Dam Dr	U
Denali W. Delmar	8 Dunstable Rd.	U
Cecile Demers-Gauthier	2 Woodridge Ln	U
Evelyn Dunn	72 Depot St (PO Box 1532	D
Paula M. Ewers	51 Flagg Rd.	U
Heather Fannon	5 Timberlee Lane	U
Marilyn Frank	6 Chamberlin Rd.	D
Deborah J. Hillman	12 Camp Rd.	U
Hajo W. Koester	65 Providence Rd.	U
Joseph J Lapiana	46 Tenney Rd	U
Carolyn J. Lumenello	38 Chamberlain Road	U
Joan M. Roy	24 Highland Rd	D
Emily Teller	9 Texas Rd	D
Ruth M. Wyman	38 Brookside Rd. PO Box 1103	U
Glenna J. Yeuell	65 Tadmuck Rd.	U